
MINUTES

from the meeting of the Middleton Grange School Board

Monday, 1 July 2024

6.03 – 9.46 pm



All reports taken as read

Middleton Grange School |

WELCOME & DEVOTION

Present	Mel Hikuroa (Presiding Member), Mike Vannoort (Principal), Andy Milne, Paul Owens, Rebekah Immanuel, Karen Winder, Jacob Verd, Chris Hannen, Tony Kan, Nick Pomare
In attendance	Craig Utting (Associate Principal) Andrea Gort (6:30pm – 7:35pm) Marrienne Reinders (Minute Secretary)
Apologies	Dave Gillon (Prior Leave), Geoff Robson
Devotion	Karen Winder. Mark 8:28-34. What does it mean to love God with all your heart and what does it look like in our lives. How does it help us decide how to respond....

Karen opened the meeting in prayer.

DISCUSSION TOPIC

Ways to improve participation and achievement by Māori students and specific aspects of student learning to aid in this.

Andrea Gort began her presentation at 7:08pm.

- Educators tend to think of (celebrate) academic achievement, but achievement can be seen more broadly. Many Māori finishing school before Year 13 return for study/trade training later after.
- Parents and pupils want teachers to have high expectations (don't lower expectation for Māori)
- Many wanted more open communication between school and home – make connection with whanau, marae and iwi. Be open and real. Better to try te reo than not. Know something about your pupils and their background.
- Māori willing to 'put down taiaha and pick up the quill' (try to learn English culture). Pākehā not so willing to 'pick up taiaha' – learn Māori ways. Takes three generations to rebuild language.
- Takeaways:
 - Have high expectations for behaviour and learning
 - Make genuine effort to connect with Māori pupils and their whanau, both by use of te reo and through culture. Don't assume you know everything.
 - Have fun, share food, fellowship and sports
 - Be real, and willing to learn from your mistakes
- Report not yet shared with staff.
- Sabbatical has had impact on Andrea's practice – more deliberate connection with pupils before dealing with issues.
- Insights into potential learnings for MGS as a school – room for being more proactive with regards to increasing appreciation of Māori culture (pepeha, mihi, whakapapa, whakataukī....). Make it normal, regular part of daily practice – avoid tokenism

Mel prayed for Andrea, who then left the meeting at 7:35 pm.

ADMINISTRATION

Confirmation of Minutes	See Motions
Board Hui	Friday 9 – Saturday 10 August 2024
Declaration of Interest	Interests Register to be reviewed.

- International College Agents agreements signed by Mel at end of meeting
- Board Committee Members: Take Uniform off committee list – no board member on it anymore

BUSINESS / GOVERNANCE

Actions

Ongoing actions / items added by agreement

Internal Review Evaluations

Health Consultation – Mike & Mel will add this to their meeting in Term Break

Privacy and Protected Disclosure – work done by Geoff, now with Craig, scheduled to come to August board meeting

1. CODE OF ETHICS & STATEMENT OF BELIEF

Copies signed at meeting. Dave G and Geoff R will need to sign it later.

2. WORKING GROUPS

a. Board Work Plan

In Progress

b. Rannerdale

Working Group update – independent opinion – can't change boarding hostel – need to think about mitigating measures. Short term accommodation – more difficult for Rannerdale from resource consent point of view. Watch this space. Community board member has offered to help. Karen to pass details to Chris.

(Chris Hannen, Paul Owens, Mike Vannoort) response to Hansons Village Holdings

3. OUTSTANDING ACTIONS AND RECOMMENDATIONS

- IBOA – Impact of not having a youth worker – Mike will talk with Colleen and Karen
- Wellbeing survey – complete; elements within it that resonated with Andrea Gort's sabbatical report.
- Ko Wai Tātou & SCP – planned meeting fell through – another to be organised

Discussion

Where any actions are required

- **Discipline Audit Report** – Has been anonymised and brought into public meeting papers. One cohort still identifiable. Remove any material identifying individuals/cohort (p4) before publishing on website.

1. GOVERNANCE

a. STRATEGIC PLAN 2024 – 2025: ANNUAL IMPLEMENTATION PLAN

i. SG 1A Prioritise delivery of Scripture and Christian Studies

Mike explained what had gone into developing timetable recommendations and implications thereof. Each board member given opportunity to respond. Discussion and questions covered:

- Option 2 the recommended option. Option 2 = 10-day timetable, 49 periods per f/n + assembly i.e. 50 periods. Actual teaching time doesn't change, just distributed differently.
- Christian Focus Days very beneficial for students

- Potential impact on certain subjects – contact time vs content time – less periods to teach multiple topics – change to how those subjects would be taught.
 - Which MUs would be affected? (e.g. admin cf ‘deaning’/pastoral)
 - Impact on CEN technology – some consultation with principals has happened already, will work further with them – might need to explore a different way of doing it (day of week, all schools or single schools).
 - Potential impact on part-timers.
 - Good process so far. Once motion approved, next steps will be to work through implications further: e.g. with Middle School Curriculum Leads, affected staff, impact on length of lunchtimes, with consequent effects on activities in lunch hour...
 - Prioritising Christian Studies does come with trade-offs.
 - Motion amended to approving ‘in principle...’.
- ii. **SG 1B Graduate profile** – work in progress. Key attributes at end of Years 6 (primary), 10 (middle) and 13 (senior). Next step – bring draft profile to August hui after meeting with Chris & Geoff. Suggest change of terminology from the word ‘phase’ to avoid confusion with curriculum phases.
 - iii. **SG 2A Induction programme** – great start in Term 1. By end of year have a clarity around what induction programme will be. Final item in AIP actions column – modify Timeframe Column to read Term 3-4. Rebecca from Laidlaw AKL is coming down regularly to run PD around NELPs and has supported work with induction and induction programme.
 - iv. **SG 2B PLD NELPs** – Happy to see what is happening.
 - v. **SG 3A** – want school community to love and value MGS for what is great, special and unique about MGS... which would drive better parent engagement with e.g. discipline, Special Character donations. A lot of activity in terms of parental engagement. About to sign up for marketing contract for the school – mark as ‘in progress’ AIP SG 3A, top p2. Thankyou emails sent to parents who have made SC donation – positive feedback received to this. If time next meeting, look at how can showcase what is special about MGS other than through Business as usual.
 - vi. **SG 3B** – induction programme for new families including checklist coming in Term 4. Can a draft please come to board at end of Term 3.

Appreciation to SLT for information provided and hard work and clear presentation of SP – has stepped up a level this year.

b. DELEGATIONS POLICY

See Motions /

Updated include amendments agreed at the previous meeting and included in the May Board minutes.

c. FINANCIAL STATEMENTS 30 MAY 2025

See Readings

2. PRINCIPAL’S STRATEGIC REPORT

1. ERO / BOARD ASSURANCE STATEMENTS (BAS)

Recommendation from the Principal / see Motions

2. NCEA LEVEL 1 REVIEW – explore what alternatives there might be before making decision.

Assessment – where will it lie, what credence will it have? Is there still value in Level 1? 97% pupils come back for Y12. Minimum school leaving qualification is Level 2. Some schools running two-year Level 2 programme – it is working very well. Increases time in teaching and learning and service at end of Year 11 because there are no prelim or NCEA Level 1 exams. General support from board members. Year 11 will not be a year of treading water – but a strong teaching and learning programme preparing students for Level 2. Rethink framing of letter – long term strategic decision, rationale in letter need to reflect that. Updated letter to be emailed to board tomorrow for opportunity for any feedback so letter can go out on Wednesday.

3. QUESTIONS OR DISCUSSION RAISED FROM THE READING – None

Motions

1. ADMINISTRATION

a. MINUTES OF PREVIOUS BOARD MEETING

That the Minutes of the meeting of 20 May 2024 be accepted as a true and accurate record of the meeting.

Moved Mel Hikuroa, Presiding Member		CARRIED
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2. GOVERNANCE

a. Delegations Policy

To ratify the updated Delegations Policy with amendments made at the 20 May 2024 Board meeting.

Moved Tony Kan	Seconded Paul Owens	CARRIED
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b. IBOA Committee

To accept the Minutes of the International Board of Advisors (IBOA) meeting of 27 June 2024 and any recommendations contained therein

Moved Mike Vannoort	Seconded Rebekah Immanuel	CARRIED
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c. Property Committee

To accept the Minutes of the Property Committee meeting on 20 June 2024 and any recommendations contained therein.

Moved Paul Owens	Seconded Chris Hannen	CARRIED
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Council taking their recommendations to local board this week. Waiting to hear back from local board.

3. PRINCIPAL'S STRATEGIC REPORT

a. Hillary Challenge

To approve the Hillary Challenge 2024 proceeding with two male Middleton Grange staff / adults and that female support be provided by staff /adults from outside of Middleton Grange School.

Moved Mike Vannoort	Seconded Karen Winder	CARRIED
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b. Timetable

That the board approves in principle the adoption of a 10-day timetable for Y7-13 at Middleton Grange School from 2025 in support of SG 1A.

Moved Mel Hikuroa, Presiding Member	Seconded	CARRIED
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Abstain Mike V

c. NCEA Level 1 Review

That the MGS Board approve the proposal from SLT to not offer NCEA Level 1 from 2025 onwards.

Moved Mel Hikuroa, Presiding Member	Seconded	CARRIED
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2:46 Key elements of 2025 programme bring outline to board after parent consultation in August.

d. Uniform Update

To approve the changes made by the Uniform Committee.

Moved Mel Hikuroa, Presiding Member	Seconded	CARRIED
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e. **ERO**

Recommendation:

That the Board Assurance Statements (BAS) is delegated to a small working party from the Board – to be completed by the start of August, so that the principal can share it with our Evaluation Partner prior to them visiting our school on 20-21 August. Agreed.

Working Party: Paul Owens (Coordinator), Karen Winder. Mike will help as required.

f. **School ByLaws / Cellphones**

To accept the recommended changes to the 2024 ByLaws 9.3.

Moved Mike Vannoort	Seconded Jacob Verd	CARRIED
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g. **Principal's Report**

That the Principal's report be accepted

Moved Mike Vannoort	Seconded Tony Kan	CARRIED
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Correspondence

1. None

BUSINESS / STUDENT REPORT

- Jacob was thanked for his report. Good feedback/student voice from across the school, including what is going well, what could go better, Some discussion going forward with Mike & Mel about student rep role. Helpful for Heads of School to view report before it goes to board.

BUSINESS / PRINCIPAL'S REPORT

Noted.

READINGS

1. GOVERNANCE

- a. 2024 AIP Term 2 Summary
- b. Board Work Plan
- c. Outstanding Recommendations & Internal Review
- d. Wellbeing Survey Summary 2024
- e. Discipline Audit Report
- f. Property / 20 June 2024 - TBC
- g. IBOA may or may not be in time
- h. Delegations Policy 2024 / Ratification

2. STUDENT

3. PRINCIPAL'S STRATEGIC REPORT

- a. Finance
 - i. Business Managers Report - 31 May 2024
 - ii. Comprehensive Income & Expenses Summary For BOT P-E 31 May 2024
 - iii. Annual Audited Accounts 2023
- b. Timetable
 - i. Timetable Proposal
- c. NCEA Level 1
 - i. MGS NCEA Level 1 Board Proposal
- d. Other
 - i. 2024 AIP Term 2 Summary
 - ii. NZACS / The Whiteboard - Term 2 2024

Mike closed public session in prayer at 9:07pm. Jacob left the meeting at this point.

IN COMMITTEE

Motion

'That the public be excluded from the following part/s of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of is resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Disciplinary matters	Protect the privacy of individuals	S48(1)(a)(ii)
Enrolment scheme matters	To enable the board to deliberate in private	S48(1)d)

This resolution is made in reliance on [section 48\(1\)\(a\)](#) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 7](#) of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.'

Moved Mel Hikuroa, Presiding Member

CARRIED

Motion 'That the meeting move back into public session.'

CARRIED

Moved Mel Hikuroa, Presiding Member

Nick Pomare closed the meeting in prayer at 9:46pm

NEXT MEETING

Date August 2024

Devotions Mel Hikuroa

Discussion Topic

Signed _____ Date _____